

Adm - 12.6

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DD/S&T-4604-68

29 November 1968

MEMORANDUM FOR: Executive Officer, DD/S&T

SUBJECT: SIPS Incorporation of CIS

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1. As you know [REDACTED] has been having a series of meetings with various members of the SIPS Procurement Team, the purpose of which is to arrange for the orderly transfer of the operational responsibility of the DD/S&T Contract Information System (CIS) to the Support Information Processing System (SIPS). The intent of the SIPS/Procurement Team is to combine the DD/S&T CIS with the Logistics Contract Information System (CONINF) which provides a record-keeping function for the Office of Logistics. The last two meetings on 5 and 6 November were held with [REDACTED] OCS, and [REDACTED] of the Office of Logistics, at which time the list of data proposed for the new combined system was discussed. At that time, [REDACTED] expressed concern about possible conflicts between the intent of the Logistics Contract Information System and the management information concepts underlying the CIS when the two are merged as planned by the SIPS/Procurement Team.

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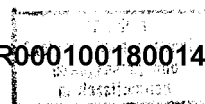
2. As a result of these meetings, I now have some serious doubts as to the capability of this new SIPS system to fulfill the functions and requirements currently served by the DD/S&T CIS.

3. In addition to the basic purpose of monitoring contract performance, our CIS is an important tool in the planning, programming and budgeting processes. In other words, it serves a necessary function in the over-all management of financial resources. For this reason, it is vital that the CIS have direct access to budgeting and financial data in the FAN system. This data integration is achieved by using an Agency-wide control number, i.e., the FAN/ORN number. The SIPS Team tentatively proposes to develop a new (18 digit) identification number, the function of which is to encode numerous detail at the procurement record-keeping level (see attachment).

4. There seems to be a lack of coordination within the SIPS group. When queried about how integration between contract and financial data would be preserved within a new SIPS/CIS approach, the SIPS/Procurement Team gave no assurance

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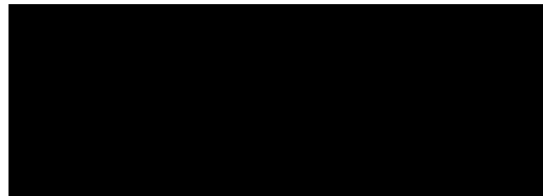
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that they were communicating with their Finance Team counterparts.

5. I do not believe that a large undifferentiated "total system" data base from which all customers will presumably receive their information reports is an efficient way to serve anybody effectively. It will always be too cumbersome and slow and will be open to criticism as to the amount of information which must be put into the system. Rather, I believe that a modular system with its sub-systems meeting the discrete requirements of various administrative and management levels and components within the Agency will be much more efficient.

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**Comptroller
Directorate of
Science and Technology**

**Att
a/s**

Distribution:

- 25X1A Orig & 1 - Addressee
 1 - Compt/DD/S&T
 1 - Mr. [REDACTED]
 (2) - DD/S&T Registry

25X1A O/DD/S& [REDACTED] h (29 Nov 68)

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27 August 1968

PROCUREMENT ACTION NUMBERING SYSTEM

Character	Significance
1	Security Classification Code an alpha-betic code indicating the security classification of the contract.
	U Unclassified C Confidential S Secret T Top Secret
2-3	Fiscal Year
4	Code for Procurement Unit indicates organizational unit which issued basic document.
25X1A	A Contract Administration Section, OL/PD C Covert Procurement Branch OL/PD D Central Depot (SPU) OL/SD E OEL/DPS&T Contracting Unit F Contract Settlement Section, OL/PD G General Procurement Section, OL/PD I Industrial Contract Section, OL/PD N NPIC Procurement Unit M [REDACTED] P DDP Procurement Unit R Research & Development Contract Section, OL/PD S [REDACTED] T Interdepartmental Support Section, OL/SD W [REDACTED]
5-9	Procurement Action Serial Number (to be assigned by each Procurements Unit according to its own internal requirements and policies).
10	Code for Type of Action A Agreements, Basis, Basic Ordering or Blanket Purchase B Invitation for Bid

- C Contracts, including Letter contracts, Contracts incorporating Basic Agreements and Contracts providing subsequent provisioning but excluding indefinite Delivery Contracts
- D Indefinite Delivery Contracts
- F Delivery Orders placed with, or through other government departments or agencies, or by other Agency Contracting Officers
- G Grant
- I Imprest Fund Action
- L Lease Agreement
- M Purchase Order (Open Market)
- N Notice of Intent to Purchase
- Q Request for Quotation
- R Request for Proposal
- S Sales Contract
- T Annual Services Contract
- U Facilities Contract

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Procurement Unit Code to identify the Procurement Unit initiating a supplemental action.

25X1A

- A Contract Administration Section, OL/PD
- C Covert Procurement Branch, OL/PD
- D Central Depot (SPU) OL/SD
- E OEL/DDS&T Contracting Unit
- F Contract Settlement Section, OL/PD
- G General Procurement Section, OL/PD
- I Industrial Contract Section, OL/PD
- N NPIC Procurement Unit

25X1A

- P DDP Procurement Unit
- R Research & Development Contract Section, OL/PD

25X1A

- T Interdepartmental Support Section, OL/SD
- W

12-13

Task Order Serial Number

14,15,16

Work Order or Delivery Order Serial Number. 3 position numeric field

17-18

Amendment Serial Number. 2 position numeric field.